

1-10-1964

Board of Trustees Meeting Minutes 1964-01-10

Bowling Green State University

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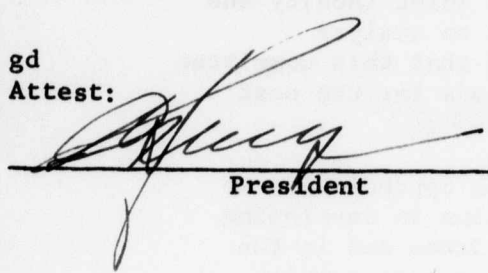
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Mr. Simmons suggested that consideration be given immediately relative to the development of a plan for the inauguration of President Jerome. After discussion, Mr. Schwyn appointed the following committee to make the necessary plans for the inauguration: Donald Simmons, Alva Bachman, Mrs. Anita Ward, Sumner Canary, and Dudley White, Jr. Dr. Jerome was asked to suggest an appropriate date for the inauguration.

There being no further business, Mr. Schwyn declared the meeting adjourned at 4:15 p.m.

gd
Attest:


President


Secretary

Bowling Green, Ohio
January 10, 1964

After due notice had been given, the Trustees met in the Board Room of the Administration Building at 2:00 P.M., January 10, 1964. The following members were present: Carl Schwyn, President; Sumner Canary, Vice President; Alva Bachman, Secretary; Mrs. Anita Ward, Messrs. Delmont D. Brown, James C. Donnell II, Donald G. Simmons, and Dudley White, Jr. Mr. John F. Ernsthausen was absent. Also present at the meeting were Dr. William T. Jerome III, E. J. Kreischer, and K. H. McFall.

Mr. Schwyn, President of the Board called the meeting to order.

It was moved by Mr. Donnell, seconded by Mr. Bachman, that the minutes of the meeting of October 4, 1963 be approved. The motion was unanimously carried.

Consideration of Report of Committee Appointed by Board of Trustees to Study Student Affairs

Mrs. Ward read the following resolution concerning the report of the committee appointed by the Board of Trustees to study student affairs:

WHEREAS, The Student Affairs Study Committee was created by the Board of Trustees in November, 1961, to make recommendations concerning the conduct of student affairs on the campus, and

WHEREAS, A function of the University is to create an atmosphere or climate characterized by responsible student government which will assist in the cultivation of an intellectual atmosphere, and

WHEREAS, The student participation in University activities is an important part of the total education of the individual;

NOW THEREFORE BE IT RESOLVED, That the University President be authorized to proceed with the implementations of the various recommendations of this report, in the interests of the total University program, including the amendment and change in all existing University rules, policies, charters, and other documents inconsistent thereto.

AND BE IT FURTHER RESOLVED, That the implementation of the recommendations in this Report be made at the direction of the President or a member of his staff to whom the authority is delegated.

AND BE IT FURTHER RESOLVED, That the Board of Trustees expresses its appreciation to the members of the Student Affairs Study Committee for their diligence and devotion in developing this Report.

Mrs. Ward then moved, Mr. Donnell seconded, that the above resolution be adopted. The following members voting "aye," Bachman, Brown, Canary, Donnell, Schwyn, Simmons, Ward, White, the motion carried.

Increase in Nonresident Fee

Mr. Bachman read the following resolution concerning the change in the nonresident fee at Bowling Green State University:

Effective with the fall semester of 1964 the nonresident fee assessed a non-resident student, as determined by the definition of such student in the University Bulletin, shall be increased to \$200 per semester, which fee shall be in addition to the fees assessed an Ohio resident, and

FURTHER, That nonresident students enrolled prior to the fall term of 1964 shall be assessed such fee in effect at the time of original enrollment so long as such continued enrollment is without interruption; commencing with the fall term of 1964 all other nonresident students will be assessed the amount of such fee as may be determined by this Board, and

FURTHER, that the amount of such nonresident fee for a summer session or for a part-time student shall be increased proportionately.

Mr. Bachman then moved, Mr. Canary seconded, that the above resolution be adopted. The following members voting "aye," Bachman, Brown, Canary, Donnell, Schwyn, Simmons, Ward, White, the motion carried.

Authorization for Financing and Construction of a Proposed New Dormitory

President Jerome discussed the projected requests for admission in 1964-65 and 1965-66 and indicated that additional residence facilities would be required to meet these demands and more so when the construction of the new library and life sciences building are completed. He recommended that the Board of Trustees (1) authorize the development of an appropriate bond resolution for financing a new 1400-bed residence center similar in design to the 1963 Residence Center now under construction, and (2) request the Director of Public Works to enter into a contract with a consulting architect for the new facility.

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It was moved by Mr. Bachman, seconded by Mr. Simmons, that the President of Bowling Green State University be authorized and directed to request the Director of Public Works to enter into contract with the firm of Schooley, Cornelius & Schooley as the consulting architect for the development of plans and specifications for a residential center to be completed and available for occupancy in the fall of 1966; said residential center shall be similar to the facility now under construction known as "The 1963 Residential Center for Men," and

FURTHER, That the President and Treasurer of the University be authorized to proceed with the development of an appropriate bond resolution in an estimated amount not to exceed \$6,000,000 which, supplemented with appropriate funds accruing in the Dormitory Surplus Funds, shall be used for the financing of said project including the equipping thereof, and

FURTHER, That said officials of the University shall be authorized to perform any and all acts necessary for the completion of this project.

The following members voting "aye," Bachman, Brown, Canary, Donnell, Schwyn, Simmons, Ward, White, the motion carried.

Revision of Policy on Faculty Appointment and Tenure

Mr. Donnell read the following recommendation that Section IV of the University Policy on Faculty Appointment and Tenure be revised:

In compliance with the statement of the Faculty Study Committee on page 37 of the Report, it is recommended that Section IV of the attached University Policy on Faculty Appointment and Tenure (adopted by the Board of Trustees November 28, 1953) be rewritten to read as follows:

- IV. Probationary Period. The period of probationary service on a regular appointment to the teaching faculty shall be six years for an instructor and five years for an assistant professor or an associate professor. Appointments at the rank of full professor may be made with immediate tenure. All years of prior full-time teaching service in other accredited colleges and universities and/or all prior years of other kinds of full-time employment deemed by the University to be directly applicable to teaching service shall count in meeting the probationary period requirement; provided, however, that in any case the probationary period shall include full-time service on the faculty of Bowling Green State University of four years for an instructor, three years for an assistant professor, and three years for an associate professor. Part-time service and time spent on leave of absence for scholarly activity (excluding study for advanced degrees), shall not be counted as part of the probationary period. When a faculty member is promoted from within the University, his total probationary period shall be the number of years indicated herein for the rank to which he is promoted.

Mr. Donnell then moved, Mr. Brown seconded, that this recommendation be approved. The following members voting "aye," Bachman, Brown, Canary, Donnell, Schwyn, Simmons, Ward, White, the motion carried.

Long Range Plans

Plans were discussed for the future development of the University to provide academic facilities, residence centers and outdoor laboratory space for the academic program. The Director of Public Works has been asked to enter negotiations with the firm of Caudill, Rowlett and Scott of Houston, Texas, to study the projected needs of the University and to develop a long range plan of campus development.

The location of the new interstate highway on a portion of the land at the east end of the campus has modified the plans for allocating this space for future residence centers, thus creating a need for acquisition of land for such purposes. It is recommended that the Board of Trustees authorize the Housing Commission to acquire additional land and if this cannot be done by negotiation for purchase to proceed with the acquisition by condemnation.

Mr. Brown read the following resolution concerning the acquisition of additional land:

WHEREAS, the Board of Trustees of Bowling Green State University has determined that a need exists for additional facilities for student housing, food service, and other appropriate services incidental thereto, and

WHEREAS, it has been determined that sufficient land is not currently available for such expansion to provide for such facilities, and

WHEREAS, in the interest of public welfare the Board of Trustees deems it essential that additional land be acquired as soon as it is practical to do so to provide such facilities for the increasing number of students seeking admission to the University.

NOW, THEREFORE, BE IT RESOLVED: That the Board of Trustees of Bowling Green State University does hereby make funds available from any lawful source including Surplus Dormitory Revenue Funds for the acquisition of land to be used for student housing, food service, and other facilities and services incidental thereto, and

FURTHER, to make such funds available to the Bowling Green University Housing Commission under terms and conditions consistent with Chapter 3347 of the Revised Code of Ohio for the acquisition of such lands to be held in the name of the Housing Commission for the use and benefit of Bowling Green State University, and

FURTHER, that if said Housing Commission is unable to acquire such lands by negotiation that the President of Bowling Green State University be authorized and directed to request the Director of Public Works to proceed as soon as possible for the acquisition of such land by condemnation or appropriation, which land shall be so located as to be economical for development and maintenance, consistent with the long-range plans of the University, and

FURTHER, that the Treasurer of Bowling Green State University be authorized and directed to use any lawful funds under the direct control of the Board of Trustees of said University for the acquisition of such lands acquired in the name

of the State of Ohio for the use of Bowling Green State University, and

FURTHER, that the President and Treasurer of the University be directed to do any and all things necessary to accomplish the acquisition of such lands at the earliest time, and

FURTHER, that the President of the University be authorized to request the Attorney General of the State of Ohio to engage the services of the law firm of Hanna, Middleton & Roebke as designated Legal Counsel for Bowling Green State University in all matters relating and incidental to the acquisition of such lands by gift, negotiation, or process of condemnation.

Mr. Brown then moved, Mr. Canary seconded, that the above resolution be adopted. The following members voting "aye," Bachman, Brown, Canary, Donnell, Schwyn, Simmons, Ward, White, the motion carried.

Architects for the Science-Research Complex and the Health Service Building

Dr. Jerome commented as follows on the Science Research Complex, the Library, and the Health Service Building: Preliminary sketches for the Library have been developed by the architects and one of six suggested so far was displayed. The architect for this building will be Carl Bentz, state architect.

The architect for the science-research complex will be appointed soon by the Director of Public Works.

The preliminary plan for the Health Service Building is being developed by the staff in the office of the state architect. He will soon be in a position to turn the preliminary study over to a consulting architect.

President Jerome stated that when Mr. Bentz submits the next revision of the library building plans he will notify members of the Board so that they may have an opportunity to examine the plans.

Mr. Bachman requested that he be excused to keep other commitments and asked that before leaving he be permitted to read the following letters he had written (as requested by the Board at the October 4 meeting) to the families of Robert Chapman and Samuel Mayfield:

November 12, 1963

Mr. and Mrs. Lester Chapman
1315 Simon Avenue
Carroll, Iowa

Dear Mr. and Mrs. Chapman:

We, the Board of Trustees of Bowling Green State University, join with you and your family in your sorrow because of the untimely passing from this life of your son Robert L. Chapman, assistant professor of music.

We regret the loss sustained by the University of an outstanding teacher and musician. We cannot forget the lasting contributions he made to the cultural and educational progress of that University. We are especially grateful for the uplifting influence that he exerted on the music lovers of the University and the community. The music department of that University and its future students will miss his talent and skill as a teacher and performer.

We, therefore, extend to you our sympathy and trust that this letter will in some small way allay the bereavement of you and your family and will convey to you our high regard for a fine man and an outstanding professor.

With kindest of regards.

THE BOARD OF TRUSTEES OF BOWLING
GREEN STATE UNIVERSITY

By /S/ Alva W. Bachman
Secretary

AWB/ebd

November 12, 1963

Mrs. Samuel M. Mayfield
225 Thurstin Avenue
Bowling Green, Ohio

Dear Mrs. Mayfield:

We, the Board of Trustees of Bowling Green State University, join with you and your family in your sorrow because of the passing from this life of Dr. Samuel Martin Mayfield.

We regret the loss sustained by the University of an outstanding teacher, educator and scholar. In our regret we cannot forget the lasting contributions he made to the cultural and educational progress of that institution. We are especially grateful for the great influence for good that he exerted on his students, his fellow faculty and all others connected with the University and community.

He served his generation well. Untold scores of individuals are better people because of the love, respect and admiration he inculcated in them.

We, therefore, extend to you our sympathy and trust that this letter will in some small measure allay the bereavement of you and your family and will convey to

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you our high regard for a fine man, a good father, and an outstanding citizen.

With kindest of regards.

THE BOARD OF TRUSTEES OF BOWLING
GREEN STATE UNIVERSITY

By /S/ Alva W. Bachman
Secretary

AWB/ebd

Mr. Bachman then suggested that a letter be written to the family of E. Tappan Rodgers. Mr. Schwyn requested that Mr. Bachman write the letter. Mr. Bachman then left the meeting.

Recommendation of Board of Regents concerning allocation of funds for physical facilities.

Dr. Jerome commented on the Governor's recommendation to the Ohio Board of Regents for distribution of funds derived from Bond Issue #1 for Higher Education (see below). He presented exhibits prepared by Mr. Kreischer comparing Bowling Green's share of capital funds in past years with that received by other state universities (see below).

Governor's Recommendation to the Ohio Board of Regents for Distribution of Bond Issue #1 - Higher Education (12-5-63)

	Approp. for 1964-65	Approp. for 1965-66	Total
BGSU	\$ 7,496,500	\$ 4,335,500	\$ 11,832,000
CSC	1,578,000	2,366,000	3,944,000
KSU	8,494,000	8,751,000	17,245,000
MU	9,947,000	2,864,000	12,811,000
OU	9,420,500	6,355,500	15,776,000
OSU	26,652,900	44,738,100	71,441,000
	63,588,900	69,460,100	133,049,000
Ag. Exp. Sta.	2,524,000	427,000	2,951,000
Cleveland	12,000,000	---	12,000,000
Akron	6,000,000	---	6,000,000
Cincinnati	6,000,000	---	6,000,000
Toledo	6,000,000	---	6,000,000
Youngstown	5,000,000	---	5,000,000
Lorain	1,000,000	2,000,000	3,000,000
Master Plan	1,000,000	---	1,000,000
	\$103,112,900	\$ 71,887,100	\$175,000,000

Tabulation of Enrollment 1954-55 & 1963-64 Distribution of Capital Improvement Funds 1964 through 1966 Availability of Academic Facilities per Enrollee (1962)

Source: Head Count
as Reported by
Registrars

	Bowling Green	Central State	Kent State	Miami Univ.	Ohio Univ.	Ohio State	Total
Enrollment 1954-55	3,343	920	6,381	5,046	5,232	20,348	41,270
% of Total	8.10	2.23	15.46	12.23	12.68	49.3	100.
Enrollment 1963-64	8,238	2,083	11,929	8,610	10,173	30,528	71,541
% of Total	11.52	2.91	16.67	12.04	14.22	42.64	100.
10-Yr. Enrollment Incr.	4,895	1,163	5,548	3,564	4,941	10,160	30,271
% of Increase	146.	126.	87.	71.	94.	50.	73.

Source: S.B. 390 &
H. W. Oyster Letter 12/26/63

Appropriation S.B. 390	\$ 7,496,500	\$ 1,578,000	\$ 8,494,000	\$ 9,947,000	\$ 9,420,500	\$ 26,652,900	\$ 63,588,900
% of Appropriation	11.79	2.48	13.36	15.64	14.81	41.92	100.
Less Off-Campus Appropriation	\$ 1,000,000	-	\$ 200,000	\$ 4,000,000	\$ 500,000	\$ 8,500,000	\$ 14,200,000
% of Off-Campus Approp.	7.04	-	1.41	28.17	3.52	59.86	100.
On-Campus	\$ 6,496,500	\$ 1,578,000	\$ 8,294,000	\$ 5,947,000	\$ 8,920,500	\$ 18,152,900	\$ 49,388,900
% of On-Campus	13.15	3.2	16.79	12.04	18.06	36.76	100.
Governor's Projection of 1965-66	4,335,500	\$ 2,366,000	\$ 8,751,000	\$ 2,864,000	\$ 6,355,500	\$ 44,788,000	\$ 69,460,100
% of Projection	6.24	3.41	12.6	4.12	9.15	64.48	100.
Total On-Campus 1964-66	\$10,832,000	\$ 3,944,000	\$17,045,000	\$ 8,811,000	\$15,276,000	\$ 62,941,000	\$118,849,000
% of Total On-Campus	9.12	3.32	14.34	7.41	12.85	52.96	100.

Source: Table 17 - Jamrich & Dahnke Report

Square Feet per Student Enrolled
of Non-Residential Facilities

63.62	124.40	66.18	89.17	79.77	146.27	107.71 Av.
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12/31/63

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Little Hoover Commission

President Jerome commented on the recommendations made by the "Little Hoover Commission" pertaining to higher education and reported that the University had named committees to work with the Inter-University Council to implement the recommendations. Credentials of individuals who can serve as institutional research officer are being studied and an individual will be appointed to assist in gathering the information concerning utilization of facilities, program costs, and other necessary data being requested by the Board of Regents.

Technical Institute

Reference was made to a letter from Dr. Harold Oyster, Chairman of the Board of Regents, pertaining to the proposed technical institute at Rossford Army Depot in which Dr. Oyster stated that the allocation of funds for operating expenses for a technical institute at Rossford could not be made until the Board had developed an over-all plan for technical education for the state. He added that his response to Dr. Oyster indicated that the University is on the "horns of a dilemma"--on the one hand it wanted to cooperate with the plans of the development of Northwestern Ohio in the establishment of an industrial park at Rossford and on the other hand it was agreed that the need for technical education should be established as a part of an over-all state program.

President Jerome reported to the Board that there is a critical shortage of available space for faculty and staff offices that may require the allocation of a part of Williams Hall dormitory for conversion to office space. He also said that because of the tremendous pressure on residence halls he is reluctant to use any more of Williams Hall than is necessary.

Attention of the Board was directed to the following tabulation of projected enrollment. The President commented that, because of pressures for admission, these estimates probably would be on the low side.

Projected Enrollment for Fall Semester of
1964-65 and 1965-66

	<u>Actual 1963-64</u>	<u>Projected 1964-65</u>	<u>Projected 1965-66</u>
Freshmen	2601	2850	3000
Sophomore	1814	2080	2400
Junior	1659	1560	1780
Senior	1450	1609	1560
Graduate	621	700	800
Unclassified	93	75	75
	<u>8238</u>	<u>8874</u>	<u>9615</u>

Inauguration Plans

President Jerome said there was nothing to report specifically....there have been discussions as to what might be done. Mr. Brown inquired if a chairman had been appointed. Mr. Schwyn indicated Mr. Simmons. Mr. Simmons asked for a meeting of the committee (Mr. Simmons, Alva Bachman, Mrs. Anita Ward, Sumner Canary, and Dudley White, Jr.) on January 31 at 11:30 A.M. in the Board Room.

Construction of WBGU-TV - New Television Facility

Dr. Jerome informed the Board that the new television facility on top of the Administration Building is two weeks behind schedule because of a damaged antenna, but otherwise is moving along. It will go on the air on February 10, three hours per day and five days per week--4:30 to 5:30 P.M. and from 6:30 to 8:30 P.M.--over Channel 70 UHF. The President stated that the primary reception area will be eight miles but that there will be some reception as far away as 25 miles. The programs will be at the intermediate, high school and college level, as well as adult education level.

Faculty and Nonacademic Staffing for 1964-65

To provide staff for the projected enrollment, President Jerome recommended that the following staff positions be authorized for 1964-65 and added that the possibility of employing all of the faculty members was unlikely since the supply of candidates is limited.

Requests for Added Positions - Academic Area
1964-1965

<u>Area</u>	<u>Regular Positions</u>	<u>Graduate Asst. Units</u>	<u>TOTAL NEW MONIES</u>	
			<u>Minimum</u>	<u>Maximum</u>
Audio-Visual Services	1/2	2	\$ 5,775	\$ 5,775
University Library	2	-	9,500	11,500
Honors Program	2-1/2	-	25,000	30,000
College of Business Administration	13	13 - 23	138,900	172,400
College of Education	15	5 - 9	140,350	183,850
College of Liberal Arts	25-1/2	24 - 29	243,200	281,700
Grand Total - Academic Area	58-1/2	44 - 63	\$562,725	\$685,225

Summary of Requests for Added Staff Members - Nonacademic Areas
1964-1965

<u>Area</u>	<u>No. of Staff</u>	<u>Est. Cost</u>
Buildings and Facilities	22	\$ 47,684
General Administration		
Business Office - Insurance Officer	1	8,000
Institutional Research Officer and Secretary	2	14,640

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Summary of Requests for Added Staff Members - Nonacademic Areas cont'd

<u>Area</u>	<u>No. of Staff</u>	<u>Est. Cost</u>
Student Services		
Admissions, Registration and Placement--Clerical	2	\$ 5,280
Health Services	4	16,720
Nurse or Nurse's Aid (10 Mos.)		\$2,000
Receptionist		2,620
Sanitarian		8,500
X-ray		3,600
International Student Program		20,000
Director	1	10,000
Clerical	1	3,000
Operational Expenses		7,000
Manning New Television Studios	7	43,540
Staff for Operating New Studios:		
1 TV-Radio Engineer		7,000
1 Studio Technician		6,000
2 Producer-Directors		14,000
1 Clerk-Stenographer		2,640
2 Graduate Assistants		3,900
Pt.-time Student Staff		10,000
Grand Total - Nonacademic Areas	40	\$155,864

Personnel Changes

The following personnel changes were reported to the Board. Mr. Donnell moved, Mr. Simmons seconded, that these personnel changes be approved. The following members voting "aye," Brown, Canary, Donnell, Schwyn, Simmons, Ward, White, the motion carried.

Resignations

Wanda Horlocker, Office Assistant, Admissions Office, effective December 31, 1963.

New Appointments (Administration)

	<u>Fiscal Year Salary Rate</u>	<u>Effective Date</u>	<u>Type Contract</u>
James H. Bassett, Pt.-time Assistant, Dept. of Buildings and Facilities	\$ 4,200.00	10-1-63	Term
Helen Ladd, Secretary to the President (Replaces Ruth Van Wormer)	6,000.00	10-14-63	Term
Sue Putnam, Office Assistant, Admissions Office (Replaces Wanda Horlocker)	6,000.00	1-1-64	Term

New Appointments (Faculty)

Lynn B. Miller, Intern Instructor in Sociology and Philosophy	3,600.00 (2nd Semester)	Term
Don E. Owen, Instructor in Geology	4,100.00 (2nd Semester)	Probationary (2nd of 6 yrs.)
Helen Calaway, Instructor in Home Economics (Reappointment)	3,600.00 (2nd Semester)	Term

Promotions

John E. Exner, Jr., from Assistant Professor of Psychology to Assistant Professor and Acting Chairman of the Department of Psychology, effective December 2, 1963. (Dr. Exner replaces Cecil M. Freeburne who resigned as chairman to devote full time to his position as Professor of Psychology.)

Milford S. Lougheed, from Associate Professor of Geology to Associate Professor and Chairman of the Department of Geology, effective February 10, 1964. (Dr. Lougheed replaces Dr. John R. Coash who resigned to devote full time to his assignment of Professor of Geology and Assistant to the Provost.)

On Leave of Absence - Second Semester 1963-64

Bruce R. Vogeli, Associate Professor of Mathematics, to do research and investigation of education in Russia.

James R. Wilkinson, Associate Professor of Accounting, to pursue a program of graduate study at The Ohio State University.

Returning from Leave of Absence - Second Semester 1963-64

Gerald Eggert, Assistant Professor of History

Salary Adjustments

Lois Carnicom, Office Assistant, Alumni Office - From fiscal year rate of \$3,960 to fiscal year rate of \$4,200, effective 10-1-63

Spencer T. Calcamuggio, Chief Security Officer - From fiscal year rate of \$6,900 to fiscal year rate of \$7,200, effective January 1, 1964.

Allan J. Galbraith, Assistant to Chief Security Officer - From fiscal year rate of \$6,000 to fiscal year rate of \$6,300, effective January 1, 1964.

Comprehensive Liability Coverage

Mr. Kreischer gave each Board member a packet of material on comprehensive liability coverage. He explained briefly what was included in the material and said that it was quite complicated but extremely important to the Board, that it contained a great deal of background on the Supreme Court decision that will be handed down and that this Board will be called upon to take action. He said he would appreciate the Board members reading it because of personnel involvement and because of involvement of members of the Board when action is taken.

Meeting of Association of Governing Boards

Mr. Simmons reported on his attendance at the meeting of the Association of Governing Boards of State Universities held at Pennsylvania State University. He informed the Board that 87 delegates (including a Board member from Kent State University) from all across the country attended this meeting. He felt the meeting was very worth while, that the speeches were impressive and the programs interesting. He informed the Board that he had been appointed to the Public Attitudes Committee, that the next meeting will be held May 10 to 12 at Reno, and that the next annual meeting will be held at the University of North Carolina. Mr. Simmons feels that a representative should be sent to every meeting. Materials concerning the meeting and copies of speeches were given to Board members to read.

Capital Improvement Projects

Dr. Jerome presented the following resume of capital improvements projects, calling attention to roof repairs and the landscaping project.

1963 Residential Center

The success of the various contractors in meeting the completion date of August, 1964, appears to be a reality at this time. Since there have been no further work stoppages due to the various labor difficulties involved, the building has been completely inclosed and plastering is proceeding on schedule. It appears at this time that the first installation of the built-in room furniture will begin on or about February 15 (on schedule) and proceed routinely from that date.

The plans and specifications for the loose items of equipment, such as furniture, kitchen equipment, carpets, and draperies, are under way and will be advertised during the month of January. Delivery of these items will be scheduled for July and August, 1964.

New Commons Dining Hall

The final inspection for this facility was held on December 30, 1963. With the exception of the kitchen equipment, the building was found to be in excellent condition. Certain phases of the work of the kitchen equipment contractor have yet to be accomplished.

Addition to Kohl Hall

Final inspection on the Addition to Kohl Hall was made during the Christmas holidays and the building was found to be in excellent condition. It is now fully occupied by students.

Athletic Facilities

Final inspection was held on January 8 on the baseball dugouts and the sewage collection basin.

Plans and specifications, advertising and contract award was made during December for the completion of the fairway watering system. The low bidder was DeMeritt and Company, of Morenci, Michigan; and they are planning to begin work as soon as the weather permits. This phase of the work will complete the construction on the golf course area.

During the month of December, approximately two hundred trees were planted in the Athletic Facilities area. Plans and specifications are being drawn, ready for advertising, for the balance of the landscaping. These contracts should be awarded by the latter part of February, for early spring plantings.

Major Roof Repairs

Fred Christen and Sons, roofing contractors of Toledo, Ohio, were awarded the bid, in the amount of \$47,400, for new roofs on Rodgers Quadrangle; Overman Hall, Chemistry Section; and Natatorium. This project is 95 per cent complete at this time and is watertight. The final phases of the work must be held until weather permits their completion.

Addition to the Heating Plant

The latest report from the Adache Associates, architects and engineers for the Addition to the Heating Plant, indicates that the plans and specifications will be ready for advertising on or about January 15, 1964. This advertising date will enable us to complete the structure and install the boilers prior to the heating season of 1964.

Dr. Jerome called attention to the Report of the University Senate Sub-Committee on Faculty Leaves and Research which was attached to each member's agenda and asked that it be studied and discussed at a later meeting.

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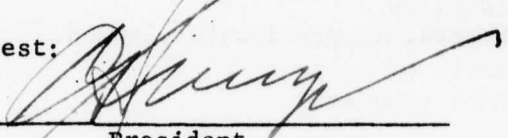
January 10, 1964
March 6, 1964

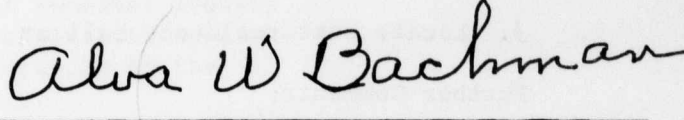
6-61765 ERIKSEN'S, INC., TOLEDO, OHIO

President Jerome then asked if there were any suggestions for a speaker for the June Commencement.

Mr. Schwyn announced that the next meeting of the Board is scheduled for March 6, 1964. Mr. White stated that he would be unable to attend a meeting on this date.

There being no further business, Mr. Schwyn adjourned the meeting at 4 P.M.

gd
Attest: 
President


Secretary

Bowling Green, Ohio
March 6, 1964

After due notice had been given, the Trustees met in the Board Room of the Administration Building at 2:15 p.m. March 6, 1964. The following members were present: Carl Schwyn, President; Alva Bachman, Secretary; Mrs. Anita Ward, Messrs. Delmont D. Brown, James C. Donnell II, Donald G. Simmons, and John F. Ernsthausen. Absent were Sumner Canary, Vice President, and Dudley White, Jr.

Also present at the meeting were Dr. William T. Jerome III, E. J. Kreischer, and K. H. McFall.

Mr. Schwyn, President of the Board, called the meeting to order.

It was moved by Mr. Bachman, seconded by Mrs. Ward, that the minutes of the meeting of January 10, 1964, be approved. The motion was unanimously carried.

Personnel Changes

Mr. Brown moved, Mr. Simmons seconded, that the personnel changes as listed below be approved. The following members voted "aye": Bachman, Brown, Donnell, Ernsthausen, Schwyn, Simmons, and Ward. Motion carried.

New Appointments

Administration

Name	Title	Salary	Type Contract
Ann B. Clark	Office Assistant, Publications Office	\$ 6,300 * (Began 2-1-64)	Term
Keith W. Trowbridge	Administrative Assistant, Institutional Research	6,600 * (Began 2-1-64)	Term (2-1-64 through 6-30-65)

* Fiscal year rate

Faculty

Thomas A. Baz *	Pt.-time Instr. in Art	1,200 (½-time)	Term
James G. Bond *	" " Asst. Clinical Professor	2,250 (½-time)	"
Helen Calaway *	Instructor in Home Economics	3,600 (2nd sem.)	"
William P. Day *	Pt.-time Instr. in Journalism	750 (½-time)	"
W. Edge Dixon *	Pt.-time Instr. in Accounting	750 (½-time)	"
Mercedes Flys *	Pt.-time Instr. in Spanish	1,800 (½-time)	"
Jean Hasselschwert	Pt.-time Instr. in Art	1,200 (½-time)	"
Lynn B. Miller	Intern Instructor in Sociology and Philosophy	2,800 (2nd sem.)	"
Rosa Iris Novak	Instructor in Spanish	3,000 (2nd sem.)	"
Don E. Owen	Instructor in Geology	4,100 (2nd sem.)	Prob. (2nd of 6 years)
Christiane Wolfe *	Pt.-time Instr. in French	450 (½-time)	Term

* Reappointment - second semester

Resignations

Ana Maria Martin, Instructor in Romance Languages (effective 1-31-1964)

Leaves of Absence

David E. Gardinier, Assistant Professor of History (second semester 1964-65 academic year--to spend this period in the Cameroon Republic to do further research on the decolonization of the two Cameroons)

Robert T. Austin, Associate Professor of Industrial Arts and Manager of University Print Shop (on leave ½ time during March and April, 1964, to permit time for writing of dissertation)

Promotions

Charles E. Perry - From Director of Admissions to Director of Development
Thomas J. Colaner - From Assistant Director of Admissions to Director of Admissions

Long Range Planning

At Dr. Jerome's request, Dr. McFall - using slides - presented the preliminary report of building site analysis and recommendations which were prepared by Caudill-Rowlett-Scott (see memo to Long Range Planning Committee dated 2-12-1964) as Step 1 of long range campus planning for the selection of sites for the Library, Phase I of